

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD
MINUTES
JUNE 13, 2003**

PRESENT: Judith Ficks, Cindy Erb, Linda Roos-Stutz and Kim Senglaub (by telephone)

STAFF PRESENT: Thomas Ryan, Bureau Director; Pamela Meicher, Program Assistant; and Division of Enforcement staff for part of the meeting.

GUESTS: Linda Anderson, WOTA

CALL TO ORDER

Judith Ficks, Chair, called the meeting to order at 9:01 a.m. A quorum of 4 members was present.

AGENDA

Addition: Administrative Warning (received after mailing of agenda)
Case Status Report (received after mailing of agenda)
Page 22 – Wayne Austin name correction.

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to approve the agenda as amended. Motion carried unanimously.

MINUTES OF APRIL 11, 2003

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to approve the minutes of April 11, 2003. Motion carried unanimously.

The Board discussed the July 31, 2003 meeting and would like the examination questions added as an agenda item. Cindy Erb will forward to Linda Roos-Stutz and Kim Senglaub the two different versions of the examination for their review prior to the next meeting.

**UPDATE ON HOME STUDY COURSE APPROVAL FROM JANE
SCHNEEBERGER, O. T.**

The Board noted Wayne Austin's letter to Jane Schneeberger approving the home study course offered by Professional Development Resources, Inc. as continuing education credit.

NBCOT CERTIFICATION EXAMINATION APPLICATION PROCESSING ISSUES AND CONCERNS

The Board noted the memo from Paul Grace, NBCOT Executive Director discussing the application process and lessons learned. Cindy Erb stated that she had spoken briefly with Mr. Grace concerning continuing education course updates.

OTHER BOARD BUSINESS

The Board recommends placing the most frequently asked questions on the website covering the latest changes to the rules and statutes after it is created.

The Board would like an overview of the meeting for all Board Chairs with Secretary Donsia Strong Hill, which is scheduled for June 24, 2003.

CLOSED SESSION

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to adjourn to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of reviewing administrative warning, review of application, review case status report, meeting with DOE, case closings, and examination issues. Roll Call vote: Judith Ficks-yes, Cindy Erb-yes, Linda Roos-Stutz-yes, Kim Senglaub-yes. Motion carried unanimously.

Open Session recessed at 9:16 a.m.

EXAMINATION ISSUES

The Board will be reviewing the two different versions of the oral exam and the Jurisprudence exam questions from the item bank at the meeting on July 31, 2003 for both Occupational Therapists and Occupation Therapy Assistants. Gail Pizarro will send the Jurisprudence exam questions out to Cindy Erb and Linda Roos-Stutz.

RECONVENE INTO OPEN SESSION

MOTION: Linda Roos Stutz moved, seconded by Kim Senglaub, to reconvene into open session at 10:44 a.m. Motion carried unanimously.

ADMINISTRATIVE WARNING - 03 OTB 001

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, to accept Administrative Warning 03 OTB 001. Motion carried unanimously.

GRANT LICENSES

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, to grant a license to Tanya S. Jolma. Motion carried unanimously.

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, accept the examination results as passed for Diane Johnson and grant her a license. Motion carried unanimously.

CASE CLOSING

MOTION: Cindy Erb moved, seconded by Linda Roos-Stutz, to close case 02 OTB 015 for insufficient evidence. Motion carried unanimously.

ADJOURNMENT

MOTION: Linda Roos-Stutz moved, seconded by Cindy Erb, to adjourn the meeting at 10:46 a.m. Motion carried unanimously.

Next Meeting Date: Thursday July 31, 2003